University of Massachusetts at Boston

Winter Spring, 1988

Continuing Education Bulletin

Your public university offers credit and non-credit courses at convenient times and locations for your personal growth, professional development, and college degree requirements.

University of Massachusetts at Boston
Division of Continuing Education
Harbor Campus
Boston, MA 02125-3393

Second Class
Postage is
PAID
Boston, MA
02109

Evening Classes at these off-campus locations: Belmont, Beverly, Bourne, Braintree, Canton, Downtown Boston, Framingham, Franklin, Hanover, Hingham, Watertown, and West Roxbury.

Saturday Classes at UMass/Boston's Harbor Campus and Downtown Center.

See our special section of "Extended Day" classes offered after 4:00pm at the Harbor Campus.

Issued Fall, 1987

For more information, call 929-7900.

How to Use this Bulletin

This Bulletin describes credit courses offered by UMass/Boston's Division of Continuing Education during the evening and on Saturday mornings. Continuing Education courses are offered at a number of off-campus sites, and at the University's Downtown Center and Harbor Campus. Schedule information for each course appears in the course description section that begins on page 4, and also in the listing of courses by location that begins on page 6. *The academic calendar and registration procedures outlined on pages 2 and 3 apply only to Continuing Education courses.*

As a convenience to the reader, this Bulletin also contains information about undergraduate Extended Day courses offered late afternoons and evenings at the Harbor Campus. *Please note that Continuing Education and Extended Day classes follow different academic calendars, and have different fee structures and registration procedures. Refer to the index to the right for complete information about both programs.*

The Bulletin also describes the Special Programs offered by the Division of Continuing Education, in a special section that begins on page 11.

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Continuing Education Courses: Academic Calendar, On-site Registration

Registration Deadline	January 29
Late Registration*	February 1-13
Classes Begin	Week of February 8
Add/Drop Deadline	February 20
Vacation—Off-Campus Classes	February 14-20 April 17-23
Vacation—Harbor Campus and Downtown Center Classes	March 19-27
Midsemester	March 24
Pass/Fail Deadline	March 31
Withdrawal Deadline	March 31
Classes End	Week of May 16
Final Exams	Week of May 23

*$20 late fee. On-site late registration occurs only on those dates and at those times when classes are scheduled.

The deadline for mail and telephone registration, and for walk-in registration at the Harbor Campus (for Continuing Education courses only), is January 29. If any on-site registration session is cancelled due to weather conditions, it will be held on the same day and at the same time the following week. Locations of courses and on-site registration dates are as follows:

UMass/Boston Harbor Campus
Wheatley Hall
2nd Floor. Room 203
(Continuing Education Office)
December 14-January 29
M-Th 9:00am-7:00pm;
F 9:00am-4:00pm

UMass/Boston Downtown Center
Arlington & Stuart Streets
(Park Square), Boston
January 30
10:00am-12:00 noon

McLean Hospital
115 Mill Street, Belmont
(Please register by mail or phone only, using UMass/Boston address or phone number.)

North Shore Regional Vocational High School
20 Balch Street, Beverly
January 27
6:00-8:00pm

Braintree High School
128 Town Road, Braintree
January 25 & 27
6:00-8:00pm

Upper Cape Cod Vocational Technical High School
220 Sandwich Road, Bourne
(Register during first class meeting.)

Blue Hills Regional Technical School
100 Randolph Avenue, Canton
January 27
5:00-7:00pm

Keefe Technical School
750 Winter Street, Framingham
January 28
5:00-7:00pm

Tri-County Regional Vocational Technical High School
147 Pond Street, Franklin
(Register during first class meeting.)

South Shore Regional Vocational High School
Webster Street, Hanover
January 26
6:00-8:00pm

Hingham High School
41 Pleasant Street, Hingham
January 26
4:00-7:00pm

Watertown High School
51 Columbia Street, Watertown
January 26
6:00-8:00pm

West Roxbury High School
1205 V.F.W. Parkway, West Roxbury
January 25 & 27
6:00-8:00pm

Please note: for your convenience, you may register at any site for courses offered either there or at any of the other locations listed above.

For directions to any off-campus site, please call the Division of Continuing Education at 929-7900.

Registration Form for Continuing Education Courses

Please be sure to provide the numbers requested below. They are needed for coding purposes.

Social Security # — — UMass/Boston ID # (if any)

Name Last First Middle Initial

Address No Street City State Zip

Student Status
O Undergraduate O Graduate Bachelor's Degree Received From

Current UMass/Boston student?
O Special O Matriculated Major

Studying in UMass/Boston's RN Program?
O Special O Matriculated

Student at other college or university?
O Yes O No If Yes, where?

Sex
O Male O Female

Marital Status
O Married O Divorced
O Single O Widowed

Residency Status
O In State O Out of State O Foreign

Veteran Status
O Veteran O Non-veteran

Student Visa
O Yes O No

Daytime Phone: ( )

Date of Birth Mo. Day Year

Ethnic Survey Information (Required by Federal Government)

A. American Indian/Alaskan Native
B. Black Non-Hispanic
C. Asian or Pacific Islander
D. Hispanic
E. Non-resident Alien
F. White Non-Hispanic
G. Do not wish to report
H. Cape Verdean

Course Selections

Sched. No.	Dept.	Title	Site	Credits		Lab Fee (if any)	Total Course & Lab Fee
					× $54.00	+	=
					× $54.00	+	=
					× $54.00	+	=
					× $54.00	+	=

MasterCard and VISA Only

The University of Massachusetts at Boston, Division of Continuing Education, will accept MasterCard or VISA for payment of fees. If you would like to make use of this service, please provide the information requested.

Account No.

Expiration Date

Student's Name (Print)

Student's Signature

Print name of person to whom card was issued if different from above

If a student withdraws or a course is cancelled, the refund will be made only as a credit to the student's MasterCard or VISA account.

Full payment must accompany all registrations.

Method of Payment
O VISA O MasterCard
O Check O Other

Make checks payable to University of Massachusetts—Continuing Education

Send checks and forms to:
Division of Continuing Education
Box C
University of Massachusetts at Boston
Harbor Campus
Boston, MA 02125-3393

For Office Use
Rec'd Date
Batch Bank No.

Course Fee

Undergraduate	$54.00/credit
Graduate	$67.50/credit

Please Note:
This form is to be used only when registering for Continuing Education *credit* courses, offered evenings off-campus and Saturdays at the University's Downtown Center. For non-credit, special programs, please use the special program registration form. For information about registering for Extended Day (on-campus evening) courses, see page 3.

Please calculate payment below.

Course and Lab Fees (total)	
Total Service Fees	$15.00
Subtotal	
Late Fee (if applicable)	$20.00
Total Payment Enclosed	

When you use this form to register by mail, your cancelled checks will be your receipt.

Opportunities for Adult Learners

As greater Boston's only public university, the University of Massachusetts at Boston is committed to providing opportunities for all persons seeking access to quality higher education in the area it serves. The University has undertaken a special commitment to those adults beyond traditional "college age" who have daytime obligations and responsibilities at work and at home.

This commitment is demonstrated by the evening and Saturday courses offered through the Division of Continuing Education, and by the late afternoon and evening course offered at the Harbor Campus through the University's Extended Day schedule. Many courses in both programs are open to degree-seeking (matriculated) students and to non-degree-seeking (special or certificate) students. UMass/Boston students are free to combine day, evening, off-campus, Saturday, and summer classes to suit their individual needs.

● Continuing Education Courses

Introductory and intermediate-level courses in many disciplines are offered by the Division of Continuing Education on weekday evenings and Saturdays. These courses are particularly suited to the needs of the adult who may wish to begin or return to a previously interrupted college educational experience. The program also schedules courses specifically for nurses and vocational educators.

● Extended Day Courses

Through the Extended Day Program, a wide variety of undergraduate and graduate courses is offered from 4:00 to 10:00pm at the University's Harbor Campus. These courses are particularly suited to the needs of persons who are seeking UMass/Boston degrees. A number of undergraduate majors and graduate programs can be completed by students taking courses entirely within the Extended Day schedule. However, many students also enroll for professional advancement, personal enrichment, or simply to experience University life before applying for admission.

● Summer Courses

Each summer, the Division of Continuing Education offers hundreds of day and evening courses at the University's Harbor Campus and Downtown Center. Summer session courses provide an opportunity for degree-seeking students to accelerate their progress, and for both degree-seeking and non-matriculated students to take courses that are unavailable to them or do not fit their schedules during the regular academic year.

● Special Programs

The Division of Continuing Education also conducts many non-credit special programs—courses, workshops, seminars—both on and off campus, in order to serve various business and professional groups, individuals seeking instruction in specialized fields, and those who simply wish to explore new areas of interest. Many programs are the result of the Division's cooperation with groups and institutions in the larger community. The Division can also assist professional groups in organizing and conducting conferences, workshops, and seminars; and welcomes proposals or suggestions for additional activities it might sponsor. Finally, through a special program in cooperation with the University of Rhode Island's Graduate School of Library and Information Studies, the Division of Continuing Education offers courses in Boston that meet requirements for the University of Rhode Island's master's degree in Library and Information Studies.

How to Learn More

● Continuing Education Courses

For further information about evening, Saturday, or summer courses offered through the Division of Continuing Education; and for information about all non-credit offerings: please call Dr. Mary Lang-Crumlin in the Division of Continuing Education at 929-7900. Dr. Crumlin is available for advising during the day or evening, by appointment, at the Division of Continuing Education's Harbor Campus Office (Wheatley Hall, 2nd floor, room 203.) Please call 929-7900.

● Extended Day Courses

For further information about late afternoon and evening courses at the Harbor Campus, or about degree programs which can be completed entirely through evening study, please call the Office of New Student Services at 929-8600.

● Admission to the University

For information about admission requirements for older students, or for general information about admissions, call UMass/Boston's Admissions Office at 929-8000.

● Fall, 1987
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The University of Massachusetts at Boston is an affirmative action/equal opportunity employer and prohibits discrimination on the basis of race, color, sex, age, religion, national origin, handicap condition, sexual orientation/preference, or veteran status in its employment, in the recruitment, admission, and treatment of students, and in its policies and programs, as required by federal and state laws and regulations. All inquiries regarding Title IX of the Educational Amendments of 1972 and/or Section 504 of the Rehabilitation Act of 1973 may be directed to Ms. Jocelind Gant, Director of Affirmative Action, University of Massachusetts at Boston, Harbor Campus, Boston, MA 02125, (617) 929-7075. Inquiries regarding the application of the non-discrimination policy may also be directed to the Coordinator or the Assistant Secretary for Civil Rights, U.S. Department of Education.

The University of Massachusetts at Boston is accredited by the New England Association of Schools and Colleges. The University of Massachusetts at Boston is a member of the North American Association of Summer Sessions and the National University Continuing Education Association.

Registering for Continuing Education Courses

● Who May Enroll

UMass/Boston undergraduate credit courses are open to: 1) students who may be considering matriculation into a degree program at UMass/Boston or elsewhere; 2) students matriculated at other institutions who will use UMass/Boston credits to meet degree requirements at their home institutions; and 3) matriculated UMass/Boston students. Anyone who has graduated from high school or who has earned a high school equivalency certificate is invited to begin or continue taking courses at UMass/Boston.

The University assumes that students registering for undergraduate courses will accurately assess their ability to do college work. Students should be aware, however, that they are responsible for meeting prerequisites for certain courses.

If a student's ultimate goal is to obtain a UMass/Boston degree, it is to the student's advantage to apply for formal admission (matriculation) as early as possible. Most part-time non-degree-seeking students matriculate after having completed their first two or three courses; when they do matriculate, they can choose to attend full-time or to remain part-time. Matriculated students are assured that their degree requirements will not be affected by subsequent changes in the University's curriculum; consequently they find it easier to plan schedules including courses that meet their individual requirements. Matriculated students may also change from one degree program to another, and may proceed toward the degree at their own pace. *All UMass/Boston courses offered for credit, during the fall, the spring, or the summer semester, whether on or off campus, day or evening, are equivalent in content and method of instruction.*

● Registration by Mail or Telephone

Registration in advance by mail or telephone is the preferred method for enrolling in Continuing Education classes. The Division of Continuing Education must cancel classes which do not generate sufficient income to pay faculty salaries and overhead expenses. Early registrations enable the Division to determine whether sufficient interest exists to keep an underenrolled course open past the registration deadline.

To register by mail for Continuing Education courses, fill out the registration form on the opposite page. Full payment must accompany the registration form (See "Fees and Further Information," p.7)

To register by telephone, you must charge fees to a MasterCard or VISA account. Please call 929-7933.

● Walk-In Registration

Students who would rather register in person may do so on the dates and at the times listed on the opposite page. Full payment by check or credit card is due at the time of registration. Cash payments can be accepted only at the Bursar's Office on the Harbor Campus.

● Late Registration

Late registration (for Continuing Education courses only) will take place between January 29 and February 13 at the Continuing Education Office on UMass/Boston's Harbor Campus (Wheatley Hall, 2nd Floor, Room 203) from 9:00am to 7:00pm Monday through Thursday and from 9:00am to 5:00pm Friday, and during the first class meeting at all other locations.

● Mathematics Diagnostic Test

Students registering for any mathematics course must first take a diagnostic test to assure proper placement. The test can be taken from 10:00am to 4:00pm, Monday through Friday, at the Continuing Education Office on UMass/Boston's Harbor Campus. Please make an appointment by calling 929-7900. The test may also be taken at any location during the on-site registration period designated in the off-campus registration schedule on the opposite page.

The Career Enhancement Certificate Program

The Program

The Division of Continuing Education's Career Enhancement Certificate (CEC) is for those seeking to increase their effectiveness on the job and further develop their career opportunities. In addition, students whose specific educational goals are not yet decided may find that the courses in the CEC sequence provide for them a solid foundation on which to build a future academic or professional program of study. The CEC helps enable participants to broaden their perceptions of the complexities of organizational life, to recognize the interdependence of economic and social decisions, and to sharpen their communication skills. Practical applications at the workplace receive special attention. The designation "(CEC)" at the end of a particular course description in this bulletin indicates that the course is part of the sequence leading to the Career Enhancement Certificate.

Eligibility

The CEC program is open to all individuals with a high school diploma or its equivalent who have completed English 101, have qualified for Math D110 by taking UMass/Boston's Math Diagnostic test, and who are currently non-matriculated students at the University of Massachusetts at Boston.

Requirements

The CEC consists of a minimum of twenty-seven credit hours of required courses. Students with previous college credits that include one or more of the CEC's required courses may substitute up to four courses from a group of acceptable electives. In all cases, students are expected to complete twenty-seven hours of required or elective courses, in order to receive the certificate.

Admission

Students wishing to participate in the CEC program should apply for admission during the semester in which they first begin to take CEC-related courses. Credit may also be allowed for up to four CEC-related courses taken prior to application. Applications and more information about the Career Enhancement Certificate program can be obtained by calling the Division of Continuing Education at 929-7900. Advisors are also available at specified times during the fall and spring semesters at Braintree and West Roxbury High Schools.

Instructional Sites

Most CEC courses are scheduled on a rotating basis at the Division of Continuing Education's Braintree and West Roxbury off-campus sites. Some, but not all, courses from the sequence are also available at other off-campus sites. Students may also take applicable courses in the fall, spring, and summer terms during the day or evening at the Harbor Campus.

Courses Leading to the Certificate

Prerequisite: Engl 101

The suggested sequence for CEC courses is:

MGT 130	Introduction to Business
Math D110	Basic Algebra
Econ E101	Introduction to Economics I
Engl 102	Freshman English II
AF 210	Financial Accounting
Engl 106	Oral Communication
AF 211	Managerial Accounting
Engl E215	Intermediate Composition
MS 110	Introduction to Computers in Management*

Electives:

A student who has already completed one or more of the courses listed above may select up to four other courses as substitutes, *to be chosen in consultation with an advisor from the Division of Continuing Education.*

*Available only during the Harbor Campus summer sessions.

Continuing Education Courses: Descriptions, Times, Places

A Note About Course Schedules

Each of the following course descriptions is accompanied by information about the location(s) and time(s) at which the course will be offered, as well as the number of credits to be earned in the course and the course's schedule number. Schedule information about Continuing Education courses is also organized according to course locations (see pages 6-7).

A Note About Course Designations

Please note that courses whose numbers are preceded by "C," "D," and "E"—for example, AmSt C206—belong to the Core Curriculum of the University's College of Arts and Sciences (CAS). Although these courses are open to non-degree-seeking students, the courses meet specific requirements for degree-seeking students. To be sure that they take core courses meeting their own particular degree requirements, all CAS degree-seeking students should, before registering, pick up advising materials concerning the Core Curriculum (including the CAS writing proficiency requirement) from the CAS Office of Academic Support and Advising (McCormack Hall, 3rd Floor, Room 625; telephone 929-8220).

Accounting and Finance

AF 210
Financial Accounting

Presents the theory and techniques of financial accounting. The course encompasses the basic functions of collecting, processing, and reporting accounting information for interested third parties (e.g., owners, investors, and government), and enables students to analyze, interpret, and use accounting information effectively. (CEC)

Braintree: M 6:30-9:00pm, 3 Credits, Sched No 337506
Harbor Campus: S 8:30-11:00am, 3 Credits, Sched No 337657

AF 211
Managerial Accounting

Presents the theory and techniques of managerial accounting, from the particular perspective of the manager. This course covers the identification and analysis of the behavior of costs within the organization, and illustrates how managers use such knowledge for planning and control. Major topics include responsibility accounting, comprehensive and cash budgeting, and standard job order and process cost systems. (CEC)
Prerequisite: AF 210.

Braintree: Tu 6:30-9:00pm, 3 Credits, Sched No 337859

American Studies

AmSt C206
The Sixties

The course focuses on protest and the role of youth. Who protested and why? Was the phenomenon of the sixties an aberration or part of a larger radical tradition in America? What was the impact on the seventies? Readings are drawn from participants in the student, black, feminist, and peace protest movements, from the intellectuals who defended and attacked them, and from the growing body of retrospective, analytic, and historical literature which attempts to explain what really happened in that tumultuous decade. Films will be shown when appropriate.
Core Area: Historical and Cultural Studies.

Hingham: M 6:30-9:00pm, 3 Credits, Sched No 338309
Harbor Campus: S 9:30am-12:00noon, 3 Credits, Sched No 338316

Art

Art 201
Ancient and Medieval Art

The course will offer an historical survey of art and architecture of the ancient world, giving particular emphasis to Egyptian, Greek, and Roman cultures. Students will also be introduced to the arts in Medieval Europe, with a special focus upon the Romanesque and Gothic styles.

Harbor Campus: S 11:15am-1:45pm, 3 Credits, Sched No 338443

Biology

Biol D111
General Biology I

An integrated course stressing the principles of biology. Life processes are examined primarily at the molecular and cellular levels. Intended for students majoring in biology or for non-majors who wish to take advanced biology courses. (N)
Core Area: Natural Sciences.

Braintree: MW 6:00-9:00pm, 4 Credits, Lab Fee: $20.00, Sched No 338703

Biol 108
Introduction to Nutrition

Introduction to the elements of nutrition with emphasis on nutrition for humans, examination of foodstuffs and nutritional quality, physiology of food utilization, food quality regulations, and the global ecology of food production. No background in the natural sciences is required. (N)

Hingham: Tu 6:30-9:00pm, 3 Credits, Sched No 338967
West Roxbury: W 6:30-9:00pm, 3 Credits, Sched No 338950

Chemistry

Chem D108
Introduction to Chemistry II

A brief survey of organic and biological chemistry. Topics include: structure, nomenclature and the nature of organic compounds. Emphasis is on preparation for biological applications. Carbohydrates, lipids, proteins, and nucleic acids are introduced. The structures and metabolism of important biological molecules are considered.
Prerequisite: Chem D107.
Core Area: Natural Sciences.

Braintree: TuTh 6:00-9:00pm, 4 Credits, Lab Fee: $25.00, Sched No 339157

Economics

Econ E101
Introductory Economics I

A broad introductory survey in which special attention will be given to the role of economic principles in analyzing and understanding current economic problems. Emphasis will be placed on the functioning of markets and on examining the behavior of individual economic units such as the business firm and the consumer (microeconomics). Other areas of emphasis will vary from section to section and may include: industrial organization, income distribution, international trade, economics of the environment and other topics. (May be taken after Econ E102.) (CEC)
Core Area: Social and Behavioral Sciences.

Braintree: W 6:30-9:00pm, 3 Credits, Sched No 339359
West Roxbury: M 6:30-9:00pm, 3 Credits, Sched No 339400

Econ E102
Introductory Economics II

A broad introductory survey in which special attention will be given to the role of economic principles in analyzing and understanding current economic problems. Emphasis will be placed on examining the overall functioning of the economy and on dealing with such matters as unemployment, inflation, and recession. Other areas of emphasis will vary from section to section and may include: economics of government spending and taxation, economic development, alternative economic systems, and other topics. (May be taken before Econ E101.)
Core Area: Social and Behavioral Sciences.

Hingham: M 6:30-9:00pm, 3 Credits, Sched No 339602

English

Engl 101
Freshman English I

Small class instruction and practice in grammar, rhetoric, and the articulation of logical thought. Practice in writing for college courses on various kinds of topics, many from experience and observation, chosen to develop the student's confidence and ability. Readings and materials vary from section to section, but all sections require a minimum of eight 600-word papers. (N)
Note: This course satisfies the first half of the College of Arts and Sciences writing requirement.

Braintree: MW 6:30-7:45pm, 3 Credits, Sched No 340454
West Roxbury: TuTh 6:30-7:45pm, 3 Credits, Sched No 340505
Downtown Boston: S 8:30-11:00am, 3 Credits, Sched No 340550
Downtown Boston: TuTh 6:00-7:15pm, 3 Credits, Sched No 340601

Engl 102
Freshman English II

Continuation of Engl 101, with emphasis on topics and writing assignments of the kinds encountered in many types of college courses. Readings and materials vary from section to section, but all sections require a minimum of seven papers, including a longer research paper. (CEC)
Note: This course satisfies the second half of the College of Arts and Sciences writing requirement.
Prerequisite: Engl 101.

Hingham: MW 6:30-7:45pm, 3 Credits, Sched No 340803
West Roxbury: TuTh 6:30-7:45pm, 3 Credits, Sched No 340858
Downtown Boston: S 11:15am-1:45pm, 3 Credits, Sched No 340909

Engl 106
Oral Communication

This course focuses on improvement of interpersonal, small group, and public communication skills. Through readings, journals, class discussions, and other activities, we will explore the following: self-concept and perception, listening and responding, language and non-verbal behaviors, interviewing, problem-solving and decision-making, formal elements of speech-making, and the evaluation of one's own and others' public messages.

Braintree: Th 6:30-9:00pm, 3 Credits, Sched No 341106
Harbor Campus: S 9:30am-12:00noon, 3 Credits, Sched No 341151

Engl C210
Introduction to Creative Writing

An introduction to the arts through the medium of writing as well as reading poetry, fiction, and drama. Student writing will be submitted weekly and discussed in class.
Prerequisite: Completion of the freshman writing requirement.
Core Area: The Arts.

West Roxbury: Th 6:30-9:00pm, 3 Credits, Sched No 340207
Downtown Boston: S 11:15am-1:45pm, 3 Credits, Sched No 340252

Register early!

The course you want may be filled by walk-in registration time. Why not mail or telephone your course selection now? See page 3 for details.

Geography and Earth Science

GES D226
Physical Oceanography
The development of oceanography as a science. An introduction to the early contributors to oceanography as well as the evolution of vessels for oceanographic research, and an introduction to methods and techniques in physical oceanography. Discussion of the geological setting and plate tectonics as this theory affects other areas of oceanography. The study of coastal processes and their effect on the coast, especially as a consequence of the Blizzard of 1978. The course concludes with a consideration of the origin of sea water, its movements (currents, tides, waves, etc.) and its composition.
Core Area: Natural Sciences.

Hingham: W 6:30-9:00pm, 3 Credits, Sched No 341353

History

Hist E265
American History I
Introduces students at the intermediate level to the study of American history before 1877. The subject matter will encompass virtually all aspects of American society, and the interrelationship between social structure, economic development, everyday life, culture, and formal politics will be explored throughout the course. Special attention will be given to the nature of historical inquiry.
Core Area: Historical and Cultural Studies.

Downtown Center: S 11:15am-1:45pm, 3 Credits, Sched No 341555

Management

MGT 130
Introduction to Business
Familiarizes students with the nature of business and its relationship to other institutions in society. The course examines business ownership, organization, management, marketing, human resources management, production, and finance. In addition, the course explores issues in the relationships between capitalism and business, the law and business, and government and business. (CEC)

West Roxbury: W 6:30-9:00pm, 3 Credits, Sched No 342707

Mathematics

To insure proper placement in mathematics and computer science courses, the University requires students to take a diagnostic test prior to course enrollment. The test can be taken any time between 10:00am and 4:00pm, Monday through Friday, at the Continuing Education office on the University's Harbor Campus. Please make an appointment by calling 929-7900. The test may also be taken during on-site registration and add/drop periods as set forth in the Continuing Education registration schedule on p.2.

Math D110
Basic Algebra
For students with a weak math background who want to develop skills for further math or science courses. Covers basic high school math. Topics include multiplying and factoring polynomials, linear equations and straight lines, fractional exponents and radicals, ratios of polynomials, quadratics, and word problems. Generally limited to students with less than 3 years of high school math preparation. (CEC)
Note: No student will receive graduation credits for Math D110 if it is taken after successful completion of Math D124 or D130 or a higher math course.
Prerequisite: Math Diagnostic Test only.
Core Area: Mathematics and Computer Languages.

West Roxbury: Tu 6:20-9:10pm, 3 Credits, Sched No 342156
Harbor Campus: S 8:30-11:15am, 3 Credits, Sched No 342207

Math D125
Introductory Statistics
For non-science and non-mathematics majors only. Topics include introductory statistics, covering descriptive statistics; introductory probability sufficient to enable development of inferential statistics; and inferential statistics.
Note: No student will receive graduation credits for Math D125 if it is taken after successful completion of Math 345 or 645. Not open to mathematics majors.
Prerequisite: Math Diagnostic Test or Math D110.
Core Area: Mathematics and Computer Languages.

Braintree: Th 6:20-9:10pm, 3 Credits, Sched No 342409

Music

Music C111
Introduction to Music
Basic music materials, principles of design, and the cultural significance of representative works in historical sequence. Designed primarily for non-music majors.
Core Area: The Arts.

Harbor Campus: S 11:15am-1:45pm, 3 Credits, Sched No 342954

Nursing

A selection of required courses and recommended electives for UMass/Boston's Bachelor of Science program in nursing is available through the off-campus and Saturday program. The designation "(N)" at the end of course descriptions in this bulletin indicates courses in this category. While such courses are open to all who meet the prerequisites, formal admission to the School of Nursing must be sought by all those whose ultimate goal is to obtain a BS degree in nursing. Please call Dr. Segelman at the School of Nursing at 929-8500 for further information.

Nurs 201
Pathophysiology
This course deals with alterations in the normal physiology of body structures. Discussion of normal state is followed by the description of physiological changes resulting in the symptoms of disease. Topics include various body systems, such as the cardiovascular, renal, respiratory, and endocrine. (N)
Prerequisites: Biol D111, 207.
Corequisite: Biol 208.

Braintree: Th 6:30-9:00pm, 3 Credits, Sched No 343853

Occupational Education

OccEd 201
Fundamentals of Occupational Education
This course is designed to provide provisionally approved vocational education teachers with a knowledge of the historical and philosophical foundations of vocational education and the content of federal and state laws pertaining to vocational education, and with the skills necessary to conduct occupational analysis, carry on a VICA program, and obtain assistance from local support groups and advisory committees. It is the first of six courses required by the Massachusetts Department of Education for full approval of vocational education teachers.

Beverly: M 5:00-7:30pm, 3 Credits, Sched No 344050
Hanover: W 5:00-7:30pm, 3 Credits, Sched No 344156
Watertown: Tu 5:00-7:30pm, 3 Credits, Sched No 344101

OccEd 202
Management of the Vocational Education Environment
This course is designed to train provisionally approved vocational educators in the theory and practice of effective classroom/laboratory management in a vocational setting. Instructional organization, shop organization, safety, first aid, and student management will receive special emphasis. This is one of the six courses required by the Massachusetts Department of Education for full approval of vocational education teachers.
Prerequisite: OccEd 201.

Beverly: M 7:30-10:00pm, 3 Credits, Sched No 344358
Franklin: Th 7:30-10:00pm, 3 Credits, Sched No 344505
Hanover: W 7:30-10:00pm, 3 Credits, Sched No 344454
Watertown: Tu 7:30-10:00pm, 3 Credits, Sched No 344409

OccEd 203
Teaching Methods in Vocational Education I
This is the first of a two-course sequence dealing with the methods of teaching vocational education. In the two course sequence students will develop competencies in four major areas of teaching: 1) contemporary theories and principles of learning; 2) instructional preparation; 3) teaching methods and techniques; 4) evaluating student growth and effectiveness. This is one of the six courses required by the Massachusetts Department of Education for full approval of vocational education teachers.

Beverly: Tu 5:00-7:30pm, 3 Credits, Sched No 344707
Bourne: Tu 5:00-7:30pm, 3 Credits, Sched No 344803
Framingham: Th 5:00-7:30pm, 3 Credits, Sched No 344752
Franklin: W 5:00-7:30pm, 3 Credits, Sched No 344858

OccEd 204
A continuation of OccEd 203.

Hanover: Th 5:00-7:30pm, 3 Credits, Sched No 345106
Watertown: W 5:00-7:30pm, 3 Credits, Sched No 345055
Harbor Campus: W 5:00-7:30pm, 3 Credits, Sched No 345151

OccEd 205
Curriculum Development in Occupational Education
This course is designed to help the student develop and implement competency-based vocational education materials and procedures, including a program task list and a program advisory committee. This is one of the six courses required by the Massachusetts Department of Education for full approval of vocational education teachers.

Beverly: W 5:00-7:30pm, 3 Credits, Sched No 345353
Bourne: Tu 7:30-10:00pm, 3 Credits, Sched No 345500
Hanover: Tu 5:00-7:30pm, 3 Credits, Sched No 345459
Watertown: Th 5:00-7:30pm, 3 Credits, Sched No 345404

OccEd 206
Supervised Internship
The supervised internship allows students to demonstrate theoretical and methodological knowledge in classroom and laboratory settings. The student will demonstrate his or her teaching skills under the guidance of a master teacher and will be monitored by his or her college instructor. The course is open only to students who have satisfactorily completed OccEd 201-205. This is one of the six courses required by the Massachusetts Department of Education for full approval of vocational education teachers.
Note: The fee for this three-credit course is $200.00.

Beverly: Th 5:00-7:30pm, 3 Credits, Sched No 345702
Hanover: Th 5:00-7:30pm, 3 Credits, Sched No 345808
Watertown: Th 5:00-7:30pm, 3 Credits, Sched No 345757
Harbor Campus: W 7:30-10:00pm, 3 Credits, Sched No 345853

IA 330
Electronics II
This course will introduce the student to the characteristics and applications of the semiconductor devices. Topics discussed will include: diodes, Zener diodes, power supplies, transistors, bias arrangements, field effect transistors, unijunction, silicon controlled rectifiers, single stage and R-C coupled audio amplifiers, radio frequency amplifiers and operational amplifier characteristics and applications. Laboratory experiments and a project executed by each student will reinforce theoretical aspects of the course.

Canton: W 5:00-7:30pm, 3 Credits, Sched No 341959

Philosophy

Phil E100
Introduction to Philosophy
An introductory examination of the problems and scope of philosophy.
Core Area: Philosophical and Humanistic Studies.

Harbor Campus: S 8:30-11:00am, 3 Credits, Sched No 346303

Phil C 108
Moral and Social Problems
Important moral and social issues of current concern are examined and debated. The course covers several problems each semester from a list including capital punishment, war, abortion, racism, violence, the death penalty, private property, and sexism. (N)
Core Area: Philosophical and Humanistic Studies.

West Roxbury: M 6:30-9:00pm, 3 Credits, Sched No 346050
Downtown Boston: Tu 6:00-8:30pm, 3 Credits, Sched No 346101

Phil E222
Moral Issues in Medicine
Concepts of health, illness, healing, under different paradigms of medicine. Is medicine an art or a science? The impact of medical terminology on human life, death, what is considered "natural," with attention to issues in human reproduction (e.g., in vitro fertilization, conception, abortion). Questions of authority, accountability in the doctor-patient relationship, patient advocacy, self-help, right to health care or to refuse treatment. Social and political questions of health care organization. (N)
Core Area: Philosophical and Humanistic Studies.

Hingham: Tu 6:30-9:00pm, 3 Credits, Sched No 346505

Political Science

PolSci E122
Government and Politics of the United States
The three main branches of the national government, federalism, political parties, interest groups, and government functions.
Core Area: Social and Behavioral Sciences.

West Roxbury: Tu 6:30-9:00pm, 3 Credits, Sched No 346707

Psychology

Psych E101
Introduction to Psychology
A general survey of selected content areas in psychology, including personality and human development, physiological psychology, learning, intelligence, heredity and environment, and motivation and emotion. (N)
Core Area: Social and Behavioral Sciences.

Hingham: Tu 6:30-9:00pm, 3 Credits, Sched No 346909
Harbor Campus: S 9:30am-12:00noon, 3 Credits, Sched No 346954

Psych E200
Personality
Conceptions of human nature are examined in light of various theories of personality. This course focuses on the theories of Freud, Adler, Sullivan, Erikson, Kelly, ego psychologists, and other theorists presenting the behavioristic and humanistic perspectives. Among the topics to be addressed are personality structure and its development; stress and coping; neurotic styles; human motives and their measurement. (N)
Prerequisite: Psych E101.
Core Area: Social and Behavioral Sciences.

Braintree: W 6:30-9:00pm, 3 Credits, Sched No 347151

Psych E241
Infancy and Childhood Development
This course explores human development from infancy to middle childhood, i.e., from childbirth to ages seven or eight. Major emphasis will be placed on early perceptual, cognitive, social, and affective development, bearing the following questions in mind: How does the world of space and objects appear to the infant? How does he or she acquire knowledge and discover reality? How does the child experience the world of people and develop a sense of self? How does the child develop attachments to others and what role is played by the significant people in his or her life? (N)
Prerequisite: Psych E101.
Core Area: Social and Behavioral Sciences.

Hingham: W 6:30-9:00pm, 3 Credits, Sched No 347353

Psych E242
Adolescence
This course is designed to acquaint students with psychological characteristics of adolescent development, theoretical approaches to adolescence, and experimental studies of the causes of a variety of behaviors during adolescence. The course will also focus upon major problems and characteristics of adolescents in modern society. (N)
Prerequisite: Psych E101.
Core Area: Social and Behavioral Sciences.

West Roxbury: Th 6:30-9:00pm, 3 Credits, Sched No 347555
Downtown Boston: S 8:30-11:00am, 3 Credits, Sched No 347606

New this semester—
Microcomputer Workshops
See page 12 for details.

Continuing Education Courses: Descriptions, Times, Places (Continued)

Sociology

Sociol E101
Introduction to Sociology
The structure of society, cultural patterns, and group life. The individual and socialization, groups, institutions, social systems, social change.
Core Area: Social and Behavioral Sciences.

Harbor Campus: S 8:30-11:00am, 3 Credits, Sched No 348005

Sociol C140
Life Cycle
This course focuses on youth, adulthood, and old age; it examines the way in which, during different stages in life, different kinds of relationships grow and decline in importance. It considers the meaning of work at various stages and, in general, how individuals and groups cope with change.
Core Area: Social and Behavioral Sciences.

Belmont: Th 4:30-7:00pm, 3 Credits, Sched No 347815
Hingham: Tu 6:30-9:00pm, 3 Credits, Sched No 347808

Sociol E160
Social Problems
A course concentrating on institutional formation and change. Specifically, it covers the definition and explanation of social problems, individual, group and governmental responses to them, implications of social policy, in-depth case studies, and discussion of contemporary social problems.
Prerequisite: Sociol E101.
Core Area: Social and Behavioral Sciences.

Downtown Center: S 8:30-11:00am, 3 Credits, Sched No 348207

Sociol E281
Society and the Individual
Basic survey of the social environment of individuals.
Core Area: Social and Behavioral Sciences.

Braintree: M 6:30-9:00pm, 3 Credits, Sched No 348409

Sociol 342
Aging and Society
An examination of theories and research on aging and society. The course is organized into two sections. The first explores the general relationship of the aging process and the aged to social, economic, and political systems in a youth-oriented and work-oriented society. The second draws upon cross-national and cross-cultural material.
Prerequisite: Sociol E101.

West Roxbury: W 6:30-9:00pm, 3 Credits, Sched No 348601

Spanish

Span D105
Basic Spanish for Communication I
A practical approach to the study of the Spanish language: basic grammar in the context of the material presented, which will focus on the vocabulary used in such areas as business and finance, medical and hospital terminology, and oral communication in general. Intensive practice in the four language skills with an audio-lingual approach.
Core Area: Foreign Languages.

Braintree: Tu 6:30-9:00pm, 3 Credits, Sched No 348803

Span D106
Basic Spanish for Communication II
A continuation of Span D105.

West Roxbury: M 6:30-9:00pm, 3 Credits, Sched No 349000

Women's Studies

WoSt C100
Women and Society
An introductory, interdisciplinary course recommended as a first course in women's studies. Through lectures, readings, and discussions, students will examine the origins of women's oppression; female and male sex roles; marriage and the family; women workers at home and in the labor force. Students will relate the course material to experiences in their own lives. Preference given to first and second year students.
Core Area: Social and Behavioral Sciences.

West Roxbury: W 6:30-9:00pm, 3 Credits, Sched No 349202

WoSt C150
Women, Culture, and Identity
An introductory level course examining the origins of present attitudes about women, the situation of women in patriarchal cultures, and efforts by women to achieve a self-defined female identity. Drawing on materials from myth, religion, philosophy, anthropology, feminist analysis, literature, and autobiography, the course will investigate cultural beliefs about woman's "nature" and role at different times and places, as well as attempts to explain the origins and persistence of women's subordination, and women's efforts to define a new identity through political and creative activity.
Core Area: Philosophical and Humanistic Studies.

Downtown Boston: Th 6:00-8:30pm, 3 Credits, Sched No 349404

Schedule of Continuing Education Courses by Location

Please note: Any on-site registration session cancelled due to bad weather will be rescheduled exactly one week later.

Please note: For your convenience, you may register at any site for courses offered either there or at any of the other locations listed below.

Dept. Code, No. Title	Day(s), Time Credits, Lab Fee Schedule Number

McLean Hospital
115 Mill Street
Belmont, MA

(Please register by mail or phone only, using UMass/Boston address or phone number.)

Sociol C140 Life Cycle	Th 4:30-7:00pm 3 Credits 347815

North Shore Regional Vocational High School
20 Balch Street
Beverly, MA

On-site registration: January 27, 6:00-8:00pm

OccEd 201 Fundamentals of Occupational Education	M 5:00-7:30pm 3 Credits 344050
OccEd 202 Management of the Vocational Education Environment	M 7:30-10:00pm 3 Credits 344358
OccEd 203 Teaching Methods in Vocational Education	Tu 5:00-7:30pm 3 Credits 344707
OccEd 205 Curriculum Development in Occupational Education	W 5:00-7:30pm 3 Credits 345353
OccEd 206 Supervised Internship	Th 5:00-7:30pm 3 Credits 345702

Upper Cape Cod Regional Vocational High School
220 Sandwich Road
Bourne, MA

On-site registration: Register at first class meeting

OccEd 203 Teaching Methods in Vocational Education	Tu 5:00-7:30pm 3 Credits 344803
OccEd 205 Curriculum Development in Occupational Education	Tu 7:30-10:00pm 3 Credits 345500

Register early!
Early registration helps assure that the course you want will be available when you need it. Why not mail or telephone your course selection now?

Braintree High School
128 Town Road
Braintree, MA

On-site registration: January 25 & 27, 6:00-8:00pm

AF 210 Financial Accounting	M 6:30-9:00pm 3 Credits 337506
AF 211 Managerial Accounting	Tu 6:30-9:00pm 3 Credits 337859
Biol D111 General Biology I	MW 6:00-9:00pm 4 Credits, Lab Fee: $20.00 338703
Chem D108 Introduction to Chemistry II	TuTh 6:00-9:00pm 4 Credits, Lab Fee: $25.00 339157
Econ E101 Introductory Economics I	W 6:30-9:00pm 3 Credits 339359
Engl 101 Freshman English I	MW 6:30-7:45pm 3 Credits 340454
Engl 106 Oral Communication	Th 6:30-9:00pm 3 Credits 341106
Math D125* Basic Algebra	Th 6:20-9:10pm 3 Credits 342409
Nurs 201 Pathophysiology	Th 6:30-9:00pm 3 Credits 343853
Psych E200 Personality	W 6:30-9:00pm 3 Credits 347151
Sociol E281 Society and the Individual	M 6:30-9:00pm 3 Credits 348409
Span D105 Basic Spanish for Communication I	Tu 6:30-9:00pm 3 Credits 348803

Blue Hills Regional Technical School
100 Randolph Avenue
Canton, MA

On-site registration: January 27, 5:00-7:00pm

IA 330 Electronics II	W 5:00-7:30pm 3 Credits 341959

Keefe Vocational Technical School
750 Winter Street
Framingham, MA

On-site registration: January 28, 5:00-7:00pm

OccEd 203 Teaching Methods in Vocational Education I	Th 5:00-7:30pm 3 Credits 344752

Tri-County Regional Vocational Technical High School
147 Pond Street
Franklin, MA

On-site registration: Register at first class meeting

OccEd 202 Management of the Vocational Education Environment	Th 7:30-10:00pm 3 Credits 344505
OccEd 203 Teaching Methods in Vocational Education I	W 5:00-7:30pm 3 Credits 344858

South Shore Regional Vocational High School
Webster Street
Hanover, MA

On-site registration: January 26, 6:00-8:00pm

OccEd 201 Fundamentals of Occupational Education	W 5:00-7:30pm 3 Credits 344156
OccEd 202 Management of the Vocational Education Environment	W 7:30-10:00pm 3 Credits 344454
OccEd 204 Teaching Methods in Vocational Education II	Th 5:00-7:30pm 3 Credits 345106
OccEd 205 Curriculum Development in Occupational Education	Tu 5:00-7:30pm 3 Credits 345459
OccEd 206 Supervised Internship	Th 5:00-7:30pm 3 Credits 345808

***Math Diagnosis**
It is greatly to the advantage of the student to be placed in the proper course. Students are advised to consult course descriptions for prerequisites and equivalents before registering for math courses. To ensure placement in the right course, each student will be required to take a Math Diagnostic Test before being admitted to a course that requires this test as indicated in its description. This step will prevent loss of time in switching courses or obtaining refunds after classes have begun. Please refer to the section of this Bulletin on the Mathematics Diagnostic Test (p.3) For further information, call 929-7900.

Schedule of Continuing Education Courses by Location (Continued)

Hingham High School
41 Pleasant Street
Hingham, MA

On-site registration: January 26, 4:00-7:00pm

AmSt C206 The Sixties	M 6:30-9:00pm 3 Credits 338309
Biol 108 Nutrition	Tu 6:30-9:00pm 3 Credits 338967
Econ E102 Introductory Economics II	M 6:30-9:00pm 3 Credits 339602
Engl 102 Freshman English II	MW 6:30-7:45pm 3 Credits 340803
GES D226 Physical Oceanography	W 6:30-9:00pm 3 Credits 341353
Phil E222 Moral Issues in Medicine	Tu 6:30-9:00pm 3 Credits 346505
Psych E101 Introductory Psychology	Tu 6:30-9:00pm 3 Credits 346909
Psych E241 Infancy and Childhood Development I	W 6:30-9:00pm 3 Credits 347353
Sociol C140 Life Cycle	Tu 6:30-9:00pm 3 Credits 347808

Watertown High School
51 Columbia Street
Watertown, MA

On-site registration: January 26, 6:00-8:00pm

OccEd 201 Fundamentals of Occupational Education	Tu 5:00-7:30pm 3 Credits 344101
OccEd 202 Management of the Vocational Education Environment	Tu 7:30-10:00pm 3 Credits 344409
OccEd 204 Teaching Methods in Vocational Education II	W 5:00-7:30pm 3 Credits 345055
OccEd 205 Curriculum Development in Occupational Education	Th 5:00-7:30pm 3 Credits 345404
OccEd 206 Supervised Internship	Th 5:00-7:30pm 3 Credits 345757

West Roxbury High School
1205 VFW Parkway
West Roxbury, MA

On-site registration: January 25 & 27, 6:00-8:00pm

Biol 108 Introduction to Nutrition	W 6:30-9:00pm 3 Credits 338950
Econ E101 Introductory Economics I	M 6:30-9:00pm 3 Credits 339400
Engl 101 Freshman English I	TuTh 6:30-7:45pm 3 Credits 340505
Engl 102 Freshman English II	TuTh 6:30-7:45pm 3 Credits 340858
Engl C210 Introduction to Creative Writing	Th 6:30-9:00pm 3 Credits 340207
Math D110* Basic Algebra	Tu 6:20-9:10pm 3 Credits 342156
MGT 130 Introduction to Business	W 6:30-9:00pm 3 Credits 342707
Phil C108 Moral and Social Problems	M 6:30-9:00pm 3 Credits 346050
PolSci E122 Government and Politics of the United States	Tu 6:30-9:00pm 3 Credits 346707
Psych E242 Adolescence	Th 6:30-9:00pm 3 Credits 347555
Sociol 342 Aging and Society	W 6:30-9:00pm 3 Credits 348601
Span D106 Basic Spanish for Communication II	M 6:30-9:00pm 3 Credits 349000
WoSt C100 Women and Society	W 6:30-9:00pm 3 Credits 349202

UMass/Boston Downtown Center
Arlington and Stuart Streets
(Park Square)
Boston, MA

On-site registration: January 30, 10:00am-12:00noon

Engl 101 Freshman English I	S 8:30-11:00am 3 Credits 340550
Engl 101 Freshman English I	TuTh 6:00-7:15pm 3 Credits 340601
Engl 102 Freshman English II	S 11:15am-1:45pm 3 Credits 340909
Engl C210 Introduction to Creative Writing	S 11:15am-1:45pm 3 Credits 340252
Hist E265 American History I	S 11:15am-1:45pm 3 Credits 341555
Phil C108 Moral and Social Problems	Tu 6:00-8:30pm 3 Credits 346101
Psych E242 Adolescence	S 8:30-11:00am 3 Credits 347606
Sociol E160 Social Problems	S 8:30-11:00am 3 Credits 348207
WoSt C150 Women, Culture, and Identity	Th 6:00-8:30pm 3 Credits 349404

UMass/Boston Harbor Campus
Boston, MA

On-site registration (Continuing Education courses only): December 14-January 29, M-Th 9:00am-7:00pm; F 9:00am-4:00pm; Division of Continuing Education Office, Wheatley Hall, 2nd Floor, Room 203

AF210 Financial Accounting	S 8:30-11:00am 3 Credits 337657
AmSt C206 The Sixties	S 9:30am-12:00noon 3 Credits 338316
Art 201 Ancient and Medieval Art	S 11:15am-1:45pm 3 Credits 338443
Engl 106 Oral Communication	S 9:30am-12:00noon 3 Credits 341151
Math D110* Basic Algebra	S 8:30-11:15am 3 Credits 342207
Music C111 Introduction to Music	S 11:15am-1:45pm 3 Credits 342954
OccEd 204 Teaching Methods in Vocational Education II	W 5:00-7:30pm 3 Credits 345151
OccEd 206 Supervised Internship	W 7:30-10:00pm 3 Credits 345853
Phil E100 Introduction to Philosophy	S 8:30-11:00am 3 Credits 346303
Psych E101 Introductory Psychology	S 9:30am-12:00noon 3 Credits 346954
Sociol E101 Introduction to Sociology	S 8:30-11:00am 3 Credits 348005

*** Math Diagnosis**

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Fees and Further Information: Continuing Education Courses

Course and Service Fees

Undergraduate Course Fee	$54.00 per credit
Registration Fee	10.00
Educational Service Fee	5.00
Late Registration Fee (when applicable)	20.00
Bad Check Fee (when applicable)	20.00

Payment of Course and Service Fees

Students must pay in full before their registrations will be accepted. No payment will be accepted after the Add/Drop deadline of the session for which payment is intended. Students may use the following methods to make payments:

Check:

Please make checks payable to the University of Massachusetts at Boston—Continuing Education. A payment of course and service fees made with an unacceptable check will result in administrative withdrawal, an additional bad check fee of $20.00, and referral to a collection agency, which may result in liability for the payment of a collection fee.

MasterCard or VISA:

The University of Massachusetts at Boston will accept payment by MasterCard or VISA for all course and service fees. The minimum acceptable MasterCard or VISA payment is $25.00. Please fill out the appropriate section of the registration form when registering by mail.

Cash:

Cash payments must be made at the Bursar's Office at the Harbor Campus only (Administration Building, 2nd Floor; M-F 9:00am-3:30pm.) The Bursar's Office will give you a receipt, which you must submit with your registration form. Note: Cash payments will not be accepted at any other location.

Payment by Outside Agencies:

If a student's charges are to be paid by an outside agency, a payment authorization form from that agency must accompany his or her registration if one is not on file in the Bursar's Office. Students are reminded that they are liable for all course and service fees in the event that the sponsoring agency does not provide payment.

Course Fee Waiver and Remission Policy

The Division of Continuing Education will honor course fee waivers and remission of course fees for those persons meeting the eligibility requirements described below, providing the courses they wish to take a adequately supported by fees from paying students, and providing space is available in these courses. Credit course fee waivers and remission of credit course fees apply only at the standard rate of $54.00 per undergraduate credit and $67.50 per graduate credit. Thus, in the case of a credit course with extraordinary costs necessitating a higher than standard course fee, course fee waivers and remission will be granted for only the amount of the standard course fee. Registration fees, service fees, and other mandatory fees, except in the case of senior citizens, must be paid in full. Anyone wishing to apply for course fee waivers or remissions must do so when registering for courses: the policy is not retroactive. See the academic calendar for appropriate registration times. Vietnam-era veterans are eligible for course fee waivers under the following conditions:

1) They must be matriculated in a program leading to a degree or certificate.
2) They must have not used their course fee waiver for more than 130 credits.
3) If they did not enter the service while residing in the Commonwealth of Massachusetts, they must file an affidavit under oath attesting to their having resided in the Commonwealth for two consecutive years immediately preceding enrollment.
4) They must have their registration form approved by UMass/Boston's Veterans Affairs Office.

Senior citizens are eligible for a waiver of all fees upon submission of a notarized Senior Citizen Affidavit at the time of registration.

Most full-time state employees are eligible for a 50% course fee remission upon submission of a properly completed "Certificate of Eligibility" at the time of registration (part-time state employees are eligible for a 25% course fee remission). State employees wishing to determine if they are eligible for a tuition remission should contact their personnel office.

Full-time employees of public higher education, their spouses, and their dependent children are eligible for a 50% course fee remission upon submission of a properly completed "Certificate of Eligibility" at the time of registration (part-time employees of public higher education, their spouses, and their dependent children are eligible for a 25% course fee remission). The Division cannot honor waivers issued to cooperating practitioners by the state-funded programs of the University of Massachusetts at Amherst, Boston, or Worcester.

Save time!

Register now by mail or telephone.

See page 3 for details.

Fees and Further Information: Continuing Education Courses (Continued)

Refunds

A student who withdraws from a course will be granted a refund according to the schedule below. Non-attendance does not constitute withdrawal. Students withdrawing from either credit or non-credit courses must file a valid withdrawal form with the Continuing Education Office.

For courses scheduled for ten or more class meetings:

Withdrawal before the first class meeting	100% Refund
Withdrawal before the second class meeting	90% Refund
Withdrawal before the third class meeting	50% Refund
Withdrawal after the third class meeting	No Refund

For courses scheduled for 6-9 class meetings:

Withdrawal before the first class meeting	100% Refund
Withdrawal before the second class meeting	80% Refund
Withdrawal after the second class meeting	No Refund

For courses scheduled for 1-5 class meetings.

Withdrawal before the first class meeting	100% Refund
Withdrawal after the first class meeting	No Refund

Whenever a refund is due, either because the student wishing the refund has withdrawn from a course or because the University has cancelled the course, the student must initiate the refund procedure by notifying the Continuing Education Office. Refunds will not be processed until after the Add/Drop period.

The amounts of all refunds are computed on the basis of withdrawal dates established by the Office of Registration and Records.

If a student has made a payment with MasterCard or VISA, the refund must be returned as a credit to the student's MasterCard or VISA account.

Unless a course has been cancelled by the University, the $10 registration fee is not refundable.

Please allow six to eight weeks for the processing of any refund.

Cancellations of Underenrolled Courses

The Division of Continuing Education is supported by student course fees. No state funding is available to help the Division of Continuing Education pay faculty salaries and meet overhead expenses. The Division must therefore cancel underenrolled courses. Before classes begin each term—generally during the week after the regular registration deadline—the Division projects enrollments according to the numbers of students already registered and decides whether to cancel courses that may be underenrolled. The Division makes every effort to offer courses in which there is a clear interest and, whenever courses are approaching minimum enrollment, postpones cancellation decisions until the first meeting of those courses. However, students are encouraged to register early. There is no risk of cancellation when courses are fully enrolled by the end of the regular registration period.

Any student who has registered for a course that is cancelled may register for another course or request a refund. The course fee will be refunded in full to any student who has paid for a cancelled course and does not wish to register for another course in its place. If all courses for which the student has registered are cancelled, service fees will also be refunded.

Registering for Extended Day Courses

Students who are not matriculated at the University are classified as special students, who enroll in courses on a space-available basis, or as certificate students, who take a sequence of courses leading to a certificate.*

Special students may register for many of the courses given at UMass/Boston's Harbor Campus, including those given in the late afternoon and evening as part of the Extended Day. Special students may enroll in those courses in which space is available, and should be aware that space in many courses is strictly limited. Special students must also meet all course prerequisites.

Academic advising (which is strongly encouraged for special students) will be conducted at Wheatley Hall, in the cafeteria on the 3rd floor (the Special Student Processing Center), at the University's Harbor Campus, on January 19-22, 1988, between the hours of 10:00am and 7:00pm, except on Friday, January 22, when the hours will be 10:00am to 5:00pm. Registration for special students will take place on Friday, January 29, at the Clark Athletic Center on the Harbor Campus, between the hours of 3:00 and 7:00pm. Classes at the Harbor Campus begin on February 1.

Please note: Before registering for most introductory-level courses in English, mathematics, and computer science, students must take placement tests.** Special students can take the one-hour math test and the 30-minute English test in the Wheatley Hall cafeteria, on January 19-22, between the hours of 10am and 6pm (4pm on Friday).

Students must pay by check or money order; unfortunately, credit cards cannot be used. Special students registering for on-campus evening (Extended Day) courses pay, in addition to course fees, service fees totalling $67.00 (1-6 credits) or $127.00 (7 or more credits). First-time registrants pay an additional $15.00 registration fee.

*Those wishing to be admitted as certificate students to a particular program of study in the College of Arts and Sciences may obtain applications for admission to that program through UMass/Boston's Office of Registration and Records. Those interested in special career certificate programs at the College of Public and Community Service should call UMass/Boston's Office of New Student Information at 929-8600.

**Students who have received college credit in calculus are exempt from the math test.

Tuition and Service Fees for Special Students

Undergraduate Tuition:	
Massachusetts Residents	$ 54.00 per credit (up to a maximum of $648.00 for 12 credits)
Non-residents	$180.00 per credit (up to a maximum of $2,160.00 for 12 credits)
Mandatory Service Fees (Athletics, Health, Student Activities)	$ 65.00 (1-6 credits) $125.00 (7 or more credits)
ID Card Fee	$ 2.00
Registration Fee (first-time students)	$ 15.00

How To Learn More

For more information on evening courses at the Harbor Campus, call the Office of New Student Services at 929-8600.

Academic Calendar: Extended Day Courses at the Harbor Campus

Registration for Undergraduate Special Students	January 29
Classes Begin	February 1
Add/Drop Deadline	February 9
Holidays	February 15 March 17
Vacation	March 19-27
Midsemester	March 24
Pass/Fail Deadline	April 7
Withdrawal Deadline	April 7
Classes End	May 17
Reading Period	May 18-22
Final Exams	May 23-27

Please note that Continuing Education and Extended Day classes follow different academic calendars, and have different fee structures and registration procedures.

Schedule of Undergraduate Extended Day Courses at the Harbor Campus

Dept. Code, No. Title	Day(s), Time Credits
American Studies	
AmSt E203 The Thirties	Th 6:00-8:30 3 Credits
AmSt L301 Childhood in America	Tu 6:00-8:30 3 Credits
Anthropology	
Anth D102 Introduction to Archaeology and Biological Anthropology	W 6:00-8:30 3 Credits
Anth E103 Introduction to Cultural Anthropology	TuTh 4:00-5:15 3 Credits
Anth 260 Anthropology on Film	Th 6:00-8:30 3 Credits
Anth L301 Childhood in America	Tu 6:00-8:30 3 Credits
Art	
Art C199 Visual Thinking	Tu 6:00-9:00 3 Credits
Art C199 Visual Thinking	W 6:00-9:00 3 Credits
Art 281 Drawing I	TuTh 6:00-8:30 3 Credits
Art 293 Photography I	TuTh 5:30-9:30 4 Credits
Biology	
Biol D102 Evolutionary Biology	Th 6:00-8:30 3 Credits
Biol D111 General Biology I	MW 6:00-7:15 4 Credits
Laboratory	Tu 6:00-9:00
Biol 108 Nutrition	TuTh 4:00-5:15 3 Credits
Biol 208 Anatomy and Physiology II	Tu 6:00-8:30 4 Credits
Laboratory	Th 6:00-9:00
Black Studies	
BlkSty E108 Black Social Movements	Th 6:00-8:30 3 Credits
BlkSty 270 Black Image on Stage, Screen, and Television	Tu 6:00-8:30 3 Credits
BlkSty 480 Afro-Hispanic Literature and Culture	TuTh 4:00-5:15 3 Credits
Chemistry	
Chem D104 Chemical Principles II	MW 6:00-7:15 4 Credits
Laboratory Discussion	Th 6:00-9:00 W 7:30-8:20
Chinese	
Chse D102 Elementary Chinese II	MW 6:00-7:15 3 Credits
Classical Studies	
Clsics C271 Paganism and Christianity	W 6:00-8:30 3 Credits
Communication Studies	
ComStu 470 Independent Film/Video	Th 4:00-6:30 3 Credits
ComStu 480 The Media and the Critic	W 4:00-6:30 3 Credits
Computer Science	
CS D110* Introduction to Computer Programming/PASCAL	MW 5:45-7:00 4 Credits
CS D110* Introduction to Computer Programming/PASCAL	TuTh 5:30-6:45 4 Credits
CS D210 Intermediate Computing and Data Structures	TuTh 7:30-8:45 4 Credits
CS 240 Computer Architecture I	MW 6:00-7:15 3 Credits

Registration for Extended Day Courses

Please note that Special Student Registration for Extended Day courses is conducted only on January 29 and only at the Harbor Campus, and that these courses follow an academic calendar different from that of courses offered through the Division of Continuing Education.

Schedule of Undergraduate Extended Day Courses at the Harbor Campus (Continued)

CS 241 **Computer Architecture II**	MW 4:00-5:50 3 Credits
CS 241 **Computer Architecture II**	TuTh 4:00-5:50 3 Credits
Laboratory	Th 5:00-5:50
CS 260 **Numerical Computing**	TuTh 6:00-7:15 3 Credits
CS 310 **Advanced Algorithms and Data Structures**	TuTh 7:30-9:00 3 Credits
CS 320 **Applied Discrete Mathematics**	MW 4:30-5:45 3 Credits
CS 350 **Higher Level Languages**	MW 4:30-5:45 3 Credits
CS 410 **Software Engineering**	MW 6:00-7:15 3 Credits
CS 440 **Introduction to Operating Systems**	TuTh 6:00-7:15 3 Credits

*Appropriate mathematics placement examination results required.

● Economics

Econ C100 **American Capitalism**	W 6:00-8:30 3 Credits
Econ E101 **Introduction to Economics I**	M 6:00-8:30 3 Credits
Econ E101 **Introduction to Economics I**	Tu 6:00-8:30 3 Credits
Econ E102 **Introduction to Economics II**	W 6:00-8:30 3 Credits
Econ E102 **Introduction to Economics II**	Th 6:00-8:30 3 Credits
Econ 201 **Economic Theory I, Microeconomics**	W 6:00-8:30 3 Credits
Econ 210 **Introduction to Marxist Analysis**	Tu 6:00-8:30 3 Credits
Econ 331 **Money and Financial Institutions**	M 6:00-8:30 3 Credits

● Elementary Education

ElmEd 201 **Infancy, Human Growth and Child Development**	MW 4:30-5:45 3 Credits
ElmEd 203 **Techniques of Teaching: Elementary and Early Childhood**	W 6:00-7:15 3 Credits
ElmEd 305 **Communication and Literacy I**	TuTh 4:00-5:15 3 Credits
ElmEd 306 **Communication and Literacy II**	W 5:30-7:45 3 Credits
ElmEd 308 **Inquiry, Discovery, Health, and Measurement I**	Tu 5:30-7:45 3 Credits
ElmEd 309 **Inquiry, Discovery, Health, and Measurement II**	Th 5:30-7:45 3 Credits
ElmEd 315 **Understanding Patterns of Culture and the Arts II**	W 5:30-7:45 3 Credits
ElmEd 410 **Individualizing Instruction for the Special Needs Student**	TuTh 5:30-6:45 3 Credits

● Engineering

Engin 103 **Introduction to Engineering**	MW 6:00-7:15 3 Credits
Engin 211 **Systems Analysis II**	MW 6:00-7:15 3 Credits
Engin 212 **Active Networks I**	MW 7:30-8:45 3 Credits
Engin 221 **Strength of Material I**	MW 7:30-8:45 3 Credits
Engin 272C **Active Circuits Laboratory**	Tu 6:00-8:30 1 Credit
Engin 272G **Active Circuits Laboratory**	Th 6:00-8:30 1 Credit
Engin 282C **Microelectronics Laboratory**	Tu 6:00-8:30 1 Credit
Engin 282G **Microelectronics Laboratory**	Th 6:00-8:30 1 Credit

● English

Engl 101* **Freshman English I**	MW 6:00-7:15 3 Credits
Engl 101* **Freshman English I**	MW 7:30-8:45 3 Credits
Engl 101* **Freshman English I**	TuTh 4:00-5:15 3 Credits
Engl 102* **Freshman English II**	MW 7:30-8:45 3 Credits
Engl 102* **Freshman English II**	TuTh 4:00-5:15 3 Credits
Engl 102* **Freshman English II**	TuTh 7:30-8:45 3 Credits
Engl 102* **Freshman English II**	Th 7:30-10:00 3 Credits
Engl 200 **Practical Criticism**	Th 6:00-8:30 3 Credits
Engl C202 **The Nature of Literature: Poetry**	Th 6:00-8:30 3 Credits
Engl C204 **The Nature of Literature: Fiction**	Tu 6:00-8:30 3 Credits
Engl C225 **Introduction to Shakespeare**	Tu 6:00-8:30 3 Credits
Engl E235 **Black Literature in America**	TuTh 4:00-5:15 3 Credits
Engl 240 **Introduction to the English Language**	M 6:00-8:30 3 Credits
Engl 300 **Creative Writing: Tutorial**	TuTh 4:00-5:15 3 Credits
Engl 332 **Comedy**	Th 6:00-8:30 3 Credits
Engl 342 **History of the English Language**	W 6:00-8:30 3 Credits
Engl 369 **Contemporary American Fiction**	Tu 6:00-8:30 3 Credits
Engl 408 **American Romanticism**	M 6:00-8:30 3 Credits

*Appropriate freshman English placement examination results required.

● French

French D102 **Elementary French II**	MW 5:30-6:45 4 Credits

● German

Ger D102 **Elementary German II**	MW 6:00-7:30 4 Credits
Laboratory	M 5:00-6:00

● Geography and Earth Science

GES D110 **Physical Geology**	TuTh 6:00-7:15 3 Credits
Laboratory	Th 7:15-8:45
GES D225 **Weather and Climate**	Tu 6:00-8:30 3 Credits
GES 260 **Cartography**	M 6:00-8:30 3 Credits

● History

Hist C101 **The Individual in History**	MW 4:00-5:15 3 Credits
Hist C101 **The Individual in History**	M 6:00-8:30 3 Credits
Hist C108 **Ideas and Morality II**	TuTh 4:00-5:15 3 Credits
Hist E111 **Foundations of Western Civilization**	TuTh 4:00-5:15 3 Credits
Hist E112 **Modern Western Civilization**	TuTh 4:00-5:15 3 Credits
Hist E112 **Modern Western Civilization**	Th 6:00-8:30 3 Credits
Hist E265 **American History I**	W 6:00-8:30 3 Credits
Hist E266 **American History II**	Tu 6:00-8:30 3 Credits
Hist 302 **Roman History**	Tu 6:00-8:30 3 Credits
Hist 305 **The High and Later Middle Ages**	Tu 6:00-8:30 3 Credits
Hist 336 **Spain since 1713**	W 6:00-8:30 3 Credits
Hist 356 **Latin America Since Independence**	Tu 6:00-8:30 3 Credits
Hist 408 **The Renaissance and the Reformation**	Th 6:00-8:30 3 Credits
Hist 479B **The History of American Religion**	MW 4:00-5:15 3 Credits
Hist 482 **Seminar in Latin American History**	Th 6:00-8:30 3 Credits

● Latin American Studies

LatAm 101 **Culture and Society in Contemporary Latin America**	Tu 6:00-8:30 3 Credits

● Law and Justice

LawJus 103A **Law and Mental Health**	TuTh 6:00-7:15 1 Credit
LawJus 103B **Law and Children**	TuTh 6:00-7:15 1 Credit
LawJus 103C **Law and Immigration**	TuTh 6:00-7:15 1 Credit
LawJus 211 **Origins of Law**	TuTh 4:00-5:15 3 Credits
LawJus 481 **The Juvenile Justice System**	Th 5:30-8:30 6 Credits

● Management

UMass/Boston's College of Management offers many evening courses. These courses are open only to degree-seeking students in the College.

● Mathematics

Math D110* **Basic Algebra**	MW 4:30-5:45 3 Credits
Math D110* **Basic Algebra**	MW 7:30-8:45 3 Credits
Math D110* **Basic Algebra**	TuTh 4:00-5:15 3 Credits
Math D110* **Basic Algebra**	Th 6:00-10:00 3 Credits
Math D110* **Basic Algebra**	TuTh 7:30-8:45 3 Credits
Math D124* **Applied Algebra**	MW 4:30-5:45 3 Credits
Math D124* **Applied Algebra**	TuTh 6:00-7:15 3 Credits
Math D125* **Introductory Statistics**	TuTh 7:30-8:45 3 Credits

Schedule of Undergraduate Extended Day Courses at the Harbor Campus (Continued)

Math D130* **Precalculus**	MW 7:30-8:45 3 Credits
Math D130* **Precalculus**	Tu 6:00-8:30 3 Credits
Math D140 **Calculus I**	MW 7:30-9:10 4 Credits
Math D141 **Calculus II**	TuTh 5:30-7:10 4 Credits
Math 134 **Managerial Algebra and Calculus**	MW 6:00-7:15 3 Credits
Math 240 **Calculus III**	TuTh 7:30-8:45 3 Credits
Math 260 **Linear Algebra I**	MW 6:00-7:15 3 Credits
Math 310 **Applied Ordinary Differential Equations**	TuTh 6:00-7:15 3 Credits
Math 345 **Probability**	MW 7:30-8:45 3 Credits
Math 425 **Advanced Numerical Analysis**	TuTh 4:00-5:15 3 Credits

*Appropriate mathematics placement examination results required.

Music

Music C110 **Listening Experience**	Tu 6:00-8:30 3 Credits
Music C111 **Introduction to Music**	Th 6:00-8:30 3 Credits

Nursing

Nurs 201* **Pathophysiology**	Tu 4:00-7:00 3 Credits

*Registered Nurse students only. Additional evening courses are open to degree seeking students in the School of Nursing.

Philosophy

Phil E100 **Introduction to Philosophy**	TuTh 4:00-5:15 3 Credits
Phil C108 **Moral and Social Problems**	Tu 6:00-8:30 3 Credits
Phil C209 **Individual and Community**	M 6:00-8:30 3 Credits
Phil D120 **Logic**	TuTh 4:00-5:15 3 Credits
Phil E210 **Philosophy of Education**	Th 6:00-8:30 3 Credits

Physical Education—Dance

PE Dnc 152 **Modern Dance I**	MW 5:30-6:45 1 Credit

Physics

Phys D107 **College Physics I**	MW 6:00-7:15 3 Credits
Discussion	W 5:00-5:45
Discussion	M 7:30-8:15
Phys 181 **Physics Laboratory I**	Tu 6:00-8:30 1 Credit
Phys D113 **Fundamentals of Physics I**	TuTh 6:00-7:15 4 Credits
Discussion	TuTh 7:30-8:20
Phys 430 **Solid State Physics**	MW 4:00-5:15 3 Credits

Political Science

PolSci E122 **Government and Politics of the United States**	TuTh 4:00-5:15 3 Credits
PolSci E122 **Government and Politics of the United States**	TuTh 6:00-7:15 3 Credits
PolSci C123 **Political Ideas of the Twentieth Century**	TuTh 4:00-5:15 3 Credits
PolSci E220 **International Relations**	W 6:00-8:30 3 Credits
PolSci 325 **Public Administration**	M 6:00-8:30 3 Credits
PolSci 330 **Presidential Elections**	Tu 4:00-6:30 3 Credits
PolSci 365 **The Politics of Communication**	Tu 6:00-8:30 3 Credits
PolSci 371 **Latin American Politics**	Th 6:00-8:30 3 Credits
PolSci 477D **International Negotiation and Conflict Resolution**	Th 6:00-8:30 3 Credits
PolSci L499 **Seminar in International Relations**	W 4:30-7:00 3 Credits

Psychology

Psych E101 **Introduction to Psychology**	Tu 6:00-8:30 3 Credits
Psych 102 **Introduction to Behavioral Research**	Tu 6:00-8:30 3 Credits
Psych E241 **Infancy and Childhood Development**	W 6:00-8:30 3 Credits
Psych E242 **Adolescence**	TuTh 4:00-5:15 3 Credits
Psych E243 **Psychology of Adult Development and Human Aging**	M 6:00-8:30 3 Credits
Psych E255 **Perception**	Th 6:00-8:30 3 Credits
Psych 341 **The Family and the Child—a Psychological View**	M 6:00-8:30 3 Credits

Secondary Education

SecEd 201 **Educational Psychology**	MW 4:00-5:15 3 Credits
SecEd 256 **Dimensions in Valuing**	Th 5:30-7:45 3 Credits
SecEd 334 **Issues and Principles in Curriculum**	Tu 5:30-7:45 3 Credits
SecEd 336 **Pre-Practicum III**	TuTh 5:30-6:45 3 Credits
SecEd 338 **Pre-Practicum II—Media**	TuTh 4:00-5:15 3 Credits
SecEd 341 **Developing Literacy in the Content Area**	W 5:30-7:45 3 Credits

Sociology

Sociol E101 **Introduction to Sociology**	MW 6:00-7:15 3 Credits
Sociol E101 **Introduction to Sociology**	TuTh 4:00-5:15 3 Credits
Sociol C103 **American Society—Socioeconomic Aspects**	M 6:00-8:30 3 Credits
Sociol 139 **Social Legacy of the Vietnam War**	Th 6:00-8:30 3 Credits
Sociol E211 **The Urban Community**	Tu 6:00-8:30 3 Credits
Sociol E242 **The Family**	Th 7:30-10:00 3 Credits
Sociol 281 **Society and the Individual**	W 6:00-8:30 3 Credits
Sociol 281 **Society and the Individual**	Th 4:00-6:30 3 Credits
Sociol 341 **Elements of Sociological Theory**	M 6:00-8:30 3 Credits
Sociol 342 **Aging and Society**	TuTh 4:00-5:15 3 Credits
Sociol 350 **Elements of Social Statistics**	M 6:00-8:30 3 Credits
Sociol 351 **Methods of Sociological Research**	Tu 6:00-8:30 3 Credits
Sociol 382 **Social Psychology of Sex Roles—Men and Women in Society**	W 6:00-8:30 3 Credits
Sociol 469 **Alcoholism Agency Experience**	Th 6:00-8:30 6 Credits
Sociol 470 **Research Studies in Alcoholism Treatment: Prevention and Education**	Tu 6:00-8:30 3 Credits

Spanish

Span D102 **Elementary Spanish II**	TuTh 4:00-5:15 4 Credits
Span D102 **Elementary Spanish II**	MW 5:30-7:10 4 Credits

Theatre Arts

ThArts 123 **Stagecraft**	MWF 6:00-7:15 3 Credits
ThArts 126 **Speech and Oral Interpretation**	W 6:00-8:30 3 Credits
ThArts 225 **Play Production II**	MW 6:00-7:15 3 Credits
ThArts 230 **Workshop in Drama**	TuTh 4:00-6:30 4 Credits
ThArts 260 **Introduction to Scene Design**	MW 4:30-5:45 3 Credits

Women's Studies

WoSt C150 **Women, Culture, and Identity**	Tu 6:00-8:30 3 Credits

Career Enhancement Certificate

The Division of Continuing Education has developed a Career Enhancement Certificate to help you increase your effectiveness on the job and further develop your career opportunities. For more information, please see page 4.

General Information for All Students

Emergency Cancellations

When classes and activities held at the Harbor Campus or Downtown Center are cancelled because of snow or other emergencies, the University will announce cancellations beginning at 6:00am on radio stations WBZ-AM (1030), WHDH-AM (850), WEEI-AM (590), WEZE-AM (1260), and WBCN-FM (104.1). WCVB-TV (Channel 5) will also carry cancellation announcements 6:00-7:00am, Monday through Friday.

Students in other programs should listen for radio announcements concerning closing of the off-campus locations.

Books

Books for all credit courses offered on-or off-campus may be purchased at the UMass/Boston bookstore. The bookstore is located in the Administration Building at UMass/Boston's Harbor Campus. From January 25 to February 5, the hours will be Monday-Thursday, 8:30am-7:00pm; Friday, 8:30am-5:00pm; Saturday, 9:00am-1:00pm. During the rest of the semester the hours will be: Monday-Thursday, 8:30am-6:00pm; Friday 8:30am-5:00pm. For further information, call 929-7250.

Transcripts

All students who wish transcripts sent to other schools must complete transcript request forms in the Office of Registration and Records. The cost of an official transcript is $2.00.

I.D. Cards

All on-campus students are required to carry I.D. cards. Continuing Education students not paying all University student service fees may obtain special I.D. cards for the use of on-campus libraries. These cards do not entitle the bearer to the use of athletic facilities or health services, or to student activities that require the payment of additional fees. Cards may be obtained at the Harbor Campus through the I.D. Office (Wheatley Hall, 4th Floor, Room 118) during the following hours: Monday-Thursday, 10:00am-1:00pm, 2:00-6:00pm. The charge is $2.00.

The I.D. card fee will be included in the tuition bill of students registered for courses offered through state-funded programs (including all Extended Day courses). These students are not required to pay separately for I.D. cards.

Special Programs

The special programs offered by the Division of Continuing Education serve various business and professional groups, individuals seeking instruction in specialized fields, and those who wish simply to explore new areas of interest.

Among the special offerings this semester are University of Rhode Island credit courses at the graduate level leading to the master's degree in library and information studies.

The Division also conducts a range of special non-credit programs. Courses offered through these programs are taught by specialists selected by the University for their acknowledged expertise in particular areas. Special non-credit courses maintain the same high standards as all other University programs. Many non-credit offerings carry Continuing Education Units (CEUs). The CEU is a nationally recognized standard unit measuring participation in non-credit programs. Although it does not imply academic credit, transcripts of CEUs are permanently maintained by the University and may be used to document continuing education to employers, academic institutions, and other appropriate agencies.

Many programs are the result of the Division's cooperation with groups and institutions in the larger community. The Division can also assist professional groups in organizing and conducting conferences, workshops, and seminars, and welcomes proposals or suggestions for additional activities it might sponsor. For additional information about how Continuing Education may help your group, please contact Dr. A. Collins Jenko at (617) 929-7900.

How to Register

For your convenience, registration for the Division of Continuing Education's non-credit programs, and for the courses in Library and Information Studies, is conducted primarily by mail or telephone. To register by mail, use the form on this page. To register by telephone, you must charge fees to a MasterCard or VISA account. The number to call is 929-7933. To avoid paying a $20.00 late fee, you must register at least one week prior to the course starting date.

Students who would rather register in person may do so at the Division of Continuing Education's office at the Harbor Campus (Wheatley Hall, 2nd Floor, Room 203) during the following times: M-Th, 9:00am-7:00pm; F, 9:00am-4:30pm. (Please note that cash payments can be accepted only at the Bursar's Office at the Harbor Campus Administration Building, 2nd Floor; M-F, 9:00am-3:30pm).

No matter how you register, you will receive written confirmation of your registration about a week before your course or program begins.

If you have any further questions, call us at 929-7900.

Registration Form for Special Programs

Please be sure to provide the numbers requested below. They are needed for coding purposes.

Social Security # ___ — ___ — ___ Date ___

Name ___
Last First Middle Initial

Address ___
No Street City State Zip

Daytime Phone: ( ) ___ **Date of Birth** ___
Mo Day Year

Course Selections

Sched. No.	Start Date	Title	Fee

MasterCard and VISA Only

The University of Massachusetts at Boston, Division of Continuing Education, will accept MasterCard or VISA for payment of fees. If you would like to make use of this service, please provide the information requested

Account No ___

Expiration Date ___

Student's Name (Print) ___

Student's Signature ___

Print name of person to whom card was issued if different from above

If a student withdraws or a course is cancelled, the refund will be made only as a credit to the student's MasterCard or VISA account.

Note: when you use this form to register by mail, your cancelled checks will be your receipt. To register using company/agency purchase order, please call (617) 929-7933 between 9:00am and 5:00pm, Monday through Friday

Payment $ ___

Late Fee (if applicable) $20.00

Total Payment Enclosed $ ___

Full payment must accompany all registrations.

Method of Payment

O VISA O MasterCard

O Check O Other

Make checks payable to University of Massachusetts—Continuing Education

Send checks and forms to:
Division of Continuing Education
Box NC
University of Massachusetts at Boston
Harbor Campus
Boston, MA 02125-3393

For Office Use

Rec'd: Date:

Batch: Bank No.:

For Office Use

For more information...

If you have questions about the University, the Division of Continuing Education, career or academic planning, call Dr. Mary Lang-Crumlin at 929-7900.

Graduate Study in Library and Information Studies

The Program

By arrangement with the Graduate School of Library and Information Studies of the University of Rhode Island, UMass/Boston's Division of Continuing Education offers courses each semester that meet the requirements for a University of Rhode Island Master's degree in Library and Information Studies (MLIS).

The MLIS degree requires 36 hours of credit, of which 21 hours may be completed in Boston. Fifteen hours must be completed at the University of Rhode Island's Kingston campus. To be eligible for the degree program, students must possess a bachelor's degree from an accredited college or university with a grade point average of B or better. It is not necessary to be enrolled in the degree program to take courses. The Graduate School of Library and Information Studies encourages library employees interested in continuing education to enroll in one or more courses; however, a bachelor's degree is required for enrollment on that basis.

With strong backing from the University of Rhode Island, alumni/ae, friends, and library professionals, the Graduate School in Library and Information Studies is working toward ALA accreditation. The Committee on Accreditation will visit the school in April, 1988 and the decision will be announced in July of that year. Accreditation will be retroactive to the 1986-87 academic year.

Persons wishing further information about the program and/or application procedures should write or call the Assistant to the Director for Regional Programs, Graduate School of Library and Information Studies, University of Rhode Island, Rodman Hall, Kingston, R.I. 02881, telephone (401) 792-2878 or 2947.

The courses offered at UMass/Boston's Harbor Campus are:

LSC 502
Library Administration
The scientific planning of library services from the development of community analysis and formulation of goals and objectives to design of public and technical services, staffing, budgeting, building, and personnel problems and procedures.

February 1-May 16, M 6:00-8:30pm, 3 University of Rhode Island credits, Sched No 50502-51

LSC 531
Reading Interests of Young Adults
A seminar that provides an overview of programs, services, and materials that are of interest to young adults. Discussions and research focus on special problems and needs of the young adult.

February 2-May 17, Tu 6:00-8:30pm, 3 University of Rhode Island credits, Sched No 50531-51

The fee for each course is $344.00. To register, please use the *special program* registration form in this bulletin. For further information about the library and information studies courses offered in Boston, please write or call the Division of Continuing Education, University of Massachusetts at Boston, Harbor Campus, Boston, MA 02125-3393, telephone (617) 929-7900.

Descriptions of Non-credit Special Programs

Alcoholism/Chemical Dependency Treatment Services: A Professional Development Sequence

The Alcoholism/Chemical Dependency Treatment Services Program is designed for those working or interested in working in the treatment of alcoholism/chemical dependency. Participants will:

- acquire classroom and field experience in the various approaches to treating alcoholism/chemical dependency;
- become familiar with the management and operation of alcoholism/chemical dependency rehabilitation and detoxification centers;
- learn how to assess community needs and to act as leaders in alcoholism/chemical dependency treatment services and administration.

The program consists of five required courses and a required practicum (including a required pre-practicum workshop). Each course carries 3 Continuing Education Units (CEU's); the practicum carries 10 CEUs. Each participant completing the program will receive a certificate.

Psychopharmacology
Prerequisite: Permission of program director.

Feb 9-May 24, Tu 7:30-9:30pm, Sched No 96569-51, 3 CEU's, Fee: $195.00

Family Alcoholism and Chemical Dependency Treatment
Prerequisite: Permission of program director.

Feb 9-May 24, Tu 5:00-7:30pm, Sched No 96565-51, 3 CEU's, Fee: $195.00

The Use of Alcohol and Other Drugs in Society
Prerequisite: Permission of program director.

Feb 6-May 21, S 9:00-11:00am, Sched No 96550-51, 3 CEU's, Fee: $195.00

Counseling the Alcoholic and Other Chemically Dependent Persons
Prerequisite: Permission of program director.

Feb 6-May 21, S 1:00-3:00pm, Sched No 96551-51, 3 CEU's, Fee: $195.00

The Delivery of Alcoholism/Chemical Dependency Treatment Services
Prerequisite: Permission of program director.

Feb 6-May 21, S 11:00am-1:00pm, Sched No 96552-51, 3 CEU's, Fee: $195.00

Practicum in Alcoholism/Chemical Dependency Rehabilitation
Prerequisite: Permission of program director.

By arrgt. with program director. First meeting: Saturday, January 30, 9:00am, Sched No 96561-51, 10 CEU's, Fee: $650.00

All persons wishing to register for courses offered through the Alcoholism/Chemical Dependency Treatment Services program must obtain the prior approval of Dr. Jack Shea, Program Director. Further information about registration requirements or about any other aspect of the program is available from the Division of Continuing Education, University of Massachusetts at Boston, Harbor Campus, Boston, MA 02125-3393, telephone (617) 929-7900.

The Auditor's Institute

A collaborative training program co-sponsored by the Division of Continuing Education and the Office of the State Auditor, the Institute is committed to providing persons interested in government and associated private-sector operations with the tools needed to promote the sound and efficient management of public resources.

The initial programs offered by the Institute have been created to help remedy financial and managerial weaknesses, in the purchase-of-service system used by the Commonwealth.

The Management Development Course for administrators of government human service agencies has been offered fourteen times at locations throughout the state. Programs have also been designed to meet the needs of such specific clienteles as Massachusetts Trial Court Fiscal personnel, Department of Public Welfare contract managers, and day-care providers under contract to the Department of Social Services.

The Institute welcomes requests for further information concerning its programs, as well as suggestions for new offerings. Further information about the Auditor's Institute is available from the Division of Continuing Education, University of Massachusetts at Boston, Harbor Campus, Boston, MA 02125-3393, telephone 929-7900.

Emergency Service Training

The Emergency Medical Technician (EMT) plays an important role in the emergency medical service system by providing pre-hospital care to victims of sudden illness or injury. UMass/Boston's EMT training course fulfills state requirements for entrance to the state certification examination. Lectures are given by leading specialists in emergency care. In-hospital experience takes place at a trauma center, under the supervision of physicians and nurses. The emphasis throughout the course is on skill development—extensive practice is designed to increase psychomotor skills while reinforcing knowledge gained through assigned readings. Course participants use the latest equipment in our simulated ambulance laboratories and have the benefit of close instructor supervision and videotape analysis of group practice sessions.

Feb 8-May 9 MTuTh 6:00-9:00pm, Sched No 37210-51, Fee: $370.00

Certified EMT's will also find a number of conveniently scheduled advanced courses for their required refresher training and their continuing medical education. All these courses combine lecture, discussion, and extensive practice sessions in simulated emergency situations. For further information please write or call the Division of Continuing Education, University of Massachusetts at Boston, Harbor Campus, Boston, MA 02125-3393, telephone (617) 929-7900.

Graduate Test Preparation Courses

Developed in conjunction with the Office of Career Services, these review courses provide intensive classroom sessions covering all sections of each exam. Each course provides extensive exam practice including a full-length practice test given under exam conditions. These courses have been scheduled in advance of the dates of tests for which students are preparing.

Review for the Graduate Record Examination
Review for the February 6 GRE.
Dec 29-Feb 4, TuTh 6:00-9:00pm, Sched No 10000-51, Fee: $175.00
Review for the April 9 GRE.
Feb 25-Apr 7, TuTh 6:00-9:00pm, Sched No 10000-52, Fee: $175.00
Review for the June 4 GRE.
Apr 26-Jun 2, TuTh 6:00-9:00pm, Sched No 10000-61, Fee: $175.00

Review for the Graduate Management Admission Test
Review for the March 19 GMAT.
Feb 2-Mar 15, MTu 6:00-9:00pm, Sched No 10002-52, Fee: $175.00
Review for the June 18 GMAT.
May 3-Jun 14, MTu 6:00-9:00pm, Sched No 10002-61, Fee: $175.00

Review for the Law School Admission Test (LSAT)
Review for the February 20 LSAT.
Jan 12-Feb 18, TuTh 6:00-9:00pm, Sched No 10001-51, Fee: $175.00

Review for the Medical College Admission Test/Dental School Admission Test
Review for the April 30 MCAT/DSAT.
Feb 29-Apr 14, MTh 6:00-9:00pm, Sched No 10003-51, Fee: $175.00

SAT preparation courses are also being organized by UMass/Boston at local high schools. Call 929-7900 for further information.

Microcomputer Workshops

These practical, hands-on workshops are designed for new users of IBM-PC (or compatible) personal computers. No prior computer experience is necessary. Participants in these workshops will have out-of-class access to the microcomputer lab for additional, self-directed practice of the material covered during class.

Please note: These workshops are open to both matriculated and non-degree-seeking students. For students in the College of Arts and Sciences, they will provide assistance toward completion of the CAS certification in computer competence.

Introduction to Word Perfect
Basic word processing skills using Word Perfect. Features to be discussed and practiced include how to create, save, and edit documents; use of insert, delete, remove commands; formatting texts and printing files. Limited enrollment.

February 20-March 12, Sat 9:30am-1:30pm, Sched No 89998-51, Fee: $100.00 (plus $10.00 lab fee)

Introduction to Lotus 1-2-3
An explanation of electronic spreadsheets using Lotus 1-2-3. Features to be discussed and practiced include how to create, retrieve, and print financial models (budgets, income/expense sheets) and how to represent them by generating and printing bar, pie, and line graphs. Limited enrollment.

April 9-May 14, Sat 9:30am-1:30pm, Sched No 89999-51, Fee: $160.00 (plus $10.00 lab fee)

Publications Office
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